



The General Assembly  
State of Connecticut  
Joint Committee on Legislative Management



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## 2004 Annual Report

Prepared by Executive Officer, Lt. John Devine  
January 1, 2004 to December 31, 2004

### I Incident Analysis

#### Incident breakdown

The incidents listed below occurred from January 1, 2004 through December 31, 2004. There were a total of 1403 incidents recorded on the Computer Aided Dispatch (CAD). A brief explanation of some of the important incidents follows.

There were 742 incidents on day shift, 384 incidents on evening shift, and 274 incidents on midnight shift. The evening and midnight shift each have five officers assigned. The day shift has eight officers assigned to the shift. The day shift handles more incidents because the building is open for business for the entire shift.

A total of 24,163 **patrol activities** were recorded during this period. The total number of **patrol checks** was 15,473. Of these patrol checks 2077 were conducted at the day care center located at 450 Broad Street, 2040 were conducted at 18-20 Trinity Street and the remaining 11,356 were interior and exterior patrol checks of the Capitol complex.

There were 8 **larceny cases** reported this year. 5 of the cases were from within the buildings: 2 cases involved articles left unattended in a public area; 2 other cases involved employees reporting missing items from unsecured desks; and 1 case involved a maintenance door propped open creating an opportunity for the thief to enter and exit undetected. This case was closed by arrest after video review led to a suspect. There were 2 cases of items taken from a motor vehicle, both of these occurred at 450 Broad Street.

There was 1 **Drug/Narcotic** violation this year. An employee was arrested after he was found to be possessing marijuana.

There was 1 **bomb threat**. A building search was conducted but no evacuations were needed.

There were 29 incidents of **community assistance** that were assigned CAD incident numbers and 67 that were recorded as patrol activities. The CAD incidents included securing personal property for safe keeping, assisting in the retrieving of personal property, locating persons and vehicles, welfare checks on sleeping parties, and an assist with a miss-delivered piece of mail. Of these incidents 26 were reported as flag details.

The Capitol Police responded to 25 **motor vehicle accidents**, 9 of which occurred on the complex. None had reported injuries. There was no apparent pattern to these accidents. Most involved a backing vehicle striking either another vehicle or a fixed object.

There were 150 **parking complaints** this year.

LOG:	41
Capitol Grounds	59
Armory Road	50

These complaints were cleared as verbal warnings (54), written warnings (37), and parking infractions (53).

There were 151 complaints of **moving violations**. Thirty-three of these violations either took place at the Capitol Complex or the vehicles were stopped on the complex property.

These complaints were cleared as verbal warnings (103), written warnings (4), infractions (21), misdemeanor summons (17) and case reports (5).

There were 14 **pedestrian falls** this year. Five falls occurred on the stairs inside the Capitol, three falls were attributed to either objects in the walkway or poor walking surfaces.

There were 37 **medical assists**. Six of these incidents involved victims suffering heat exhaustion during the Governor's swearing in and the UCONN victory parade. All parties declined transportation after being given fluids. Other incidents included respiratory distress, allergic reactions, a dislocation, and an altered levels of consciousness, most of these required transportation to a medical facility. One injury was received during a training exercise and resulted in a workers compensation claim.

There were 57 **hazardous conditions** reported. Snow and ice conditions were the majority of reports. Five elevator entrapments were reported. Leaking pipes and securing of hazardous items (knives, syringes etc.), and securing hazardous areas from public entry were the remainder of the reports.

There were 229 **maintenance complaints**. Most complaints related to door or gate failures, temperature issues, lighting problems, odors and leaks. A fire hydrant near

the parking garage required repair after being used to suppress a car fire. This repair was completed. Landscaping and tree trimming complaints were also reported. Reports of security system and fire alarm system problems were also reported under this code.

Members of the department **assisted motorists** 120 times. These services consisted of jumpstarts, flat tires, requests for wrecker service, and traffic control. Officers also responded to 43 **lockouts** and were successful in opening seventeen of the vehicles.

The department only takes in **found property** that has a value of \$250 or greater, and money in any amount. There were 38 lost/found property incidents this year. There were 12 incidents in which money was involved (\$179.29 total). Four incidents involved legislators or staff losing the state issued Palm Pilots. A Connecticut registration plate was found and returned to the Department of Motor Vehicles. Quarterly property and evidence inspections were conducted and all property/ evidence was accounted for.

**Suspicious activity**, including packages, persons and vehicles accounted for 83 incidents. Many of the packages were mail related. One was an investigation of the potential of a hazardous mailing being sent to the Governor's Office from a state prison in Nevada. This mailing was not received. A vial containing an unknown substance was placed at a gay rights rally, this required dispersing the rally and a State Police Emergency Services response. One suspicious person was referred to a mental health agency for evaluation.

There were 14 **security/panic alarms** received; all of the alarms were false activations.

There were 38 **fire alarms**, 12 were planned fire drills, the remainder were accidental activations caused by construction/repair work, cooking in offices or system malfunctions.

There was 1 **car fire** in the LOG. Officers attempted to extinguish the fire prior to the fire department's arrival but were unable to do so. The vehicle was a total loss. Hazardous waste clean up was required. There was no damage to the LOG structure.

The department currently has 2 active **FTA warrants** on file and in the NCIC system. They are reviewed and acted on as required.

There were 13 **property damage** complaints. Seven were vehicle related, 2 were construction vehicles striking light poles, and the remainders were related to office property damage.

There were 13 reported **threatening/harassment** complaints. The majority of these were phone calls. Two involved domestic issues. Seven had identifiable suspects, none resulted in an arrest.

There were 178 reports of **assisting other agencies**. Sixty-six were requests received directly from the involved agencies. These included 4 requests for a Spanish-speaking officer, a regional drill call out (Red Plan), and a ride along request by Hartford Police during an ongoing investigation of two officers being shot. Others were incidents discovered by Capitol Police Officers and turned over to the agency within that jurisdiction or Capitol Police Officers assisting an ongoing incident adjacent to the Capitol complex. In one incident the Capitol grounds was used as a staging area for a “RED PLAN” activation. The City of Hartford Fire Department requested the activation of the regional mutual aid system due to numerous fires in the city.

## **Juveniles**

There were 5 incidents involving juveniles. All of the incidents occurred in the area behind 450 Broad Street and 311 Capitol Avenue (Emanuel Lutheran Church). One incident was referred to Hartford Police, this involved graffiti being spray painted on church property. The other incidents were loitering, snowball throwing, and running between cars in the parking lot.

There was a clarification about processing juveniles in our processing room. OFC Holmgren spoke to Supervisory Juvenile Prosecutor, Francis Carino who stated we are able to process juveniles in our processing room as long as there are no detained adults in the room. Carino also stated that juveniles should not pass through an area where detained adults can be seen or heard by the juveniles.

## **Use of Force**

There were 2 **use of force** reports this year. Both were handcuffing of individuals whom presented behaviors that caused concern for the safety of all involved. The number of arrests that required force is well within the department expectations given the number of contacts each officer has on a daily basis.

## **Pursuits**

There were no incidents of pursuits with motor vehicles.

## **Other**

There were no **acts of vandalism** reported.

There were no **prisoner escapes**.

There were no **Hostage/Barricaded** person situations.

## **Crime Analysis**

Due to the community based law enforcement provided by the Capitol Police, there is a low level of criminal activity. With such a low occurrence of criminal activity,

it is not possible to conduct a true statistical analysis of crimes in our area of patrol. Each occurrence is analyzed by individual circumstances.

It was noted that a number of the medical calls were attributed to environmental (heat) issues. Future event planning should include a review of environmental conditions and require precautions to be taken.

A **victim/witness needs/services** analysis was conducted. The present practices of the department satisfy these requirements. There are presently no protective/restraining orders on file. Property theft victims did not require referral to the Office of Victims Needs. Two used cell phones were donated to the Domestic Violence Against Women Program.

## **II Special Events**

The swearing in of Governor Rell also took place at the Capitol. Safety and security for this event was a coordinated effort of the Capitol Police, the Military Department, Governor's Security, Homeland Security, and the Connecticut State Police. There were several medical assists during this event. All were complaints of heat exhaustion. The Capitol Police were also faced with many events held in Bushnell Park and along the surrounding streets that required additional staffing for the anticipated crowds on the Capitol grounds.

The Governor also held a public welcoming in the Capitol. This required additional staffing, coordinating the event security with Governor's Security detail, State Police Criminal Intelligence officers and the Homeland Security Unit. The estimated number of visitors was one thousand.

### Other noteworthy events:

Opening day of session  
UCONN National Champions Men's & Women's Basketball Teams parade/rally  
ACORN immigrant's families rally  
Aids awareness  
Budget rally for Education reform  
Anti War Protest  
Pro life Protests  
Survivors of Homicide  
CCAG and 1199 rally  
One-man hunger strike  
Love Makes a Family rally  
The Committee of Inquiry  
Family Institute of Connecticut Protection of Marriage rally  
Susan Komen Breast Cancer Foundation Race for the Cure rally  
Prayer vigil in support of Governor Rowland  
Anti-war protests

March for Life, Catholic March  
The Defense of Marriage Act  
The Match Coalition  
Keep the Promise Coalition  
Hartford Marathon  
CT Pride  
State Library Anniversary  
American Friends Service Committee political rally  
Concorsaca Ferrari Rally

### **III     Unusual Occurrence Equipment Readiness**

#### **Mass Arrest Kit**

The mass arrest kit was deployed by special orders several times. The mass arrest kit is regularly inspected and is in ready condition.

#### **Crowd Control**

Millennium mask fit testing was conducted. One officer is still awaiting medical clearance to wear the masks. Millennium masks were deployed during the Love Makes a Family rally at which a suspicious person placed a vial containing an unknown liquid on the ground.

#### **Emergency Notification**

The emergency notification numbers have been updated.

### **IV     Citizen Complaints and Discipline**

#### **Citizens Complaints**

There were no Citizen Complaints.

#### **Discipline Review**

There were 4 disciplinary investigations reported. All were the result of officers abusing or using excessive sick time or habitually arriving late to work. Discipline ranged from requiring a medical certificate when an officer reported out sick to multiple day suspensions.

#### **Appeals**

One officer appealed the imposed discipline, the discipline was not amended.

## **V Overtime**

The total amount of overtime for 2004 was \$265,000.00. This is a three per cent increase over 2003. The 2003 figure of \$250,000.00 was adjusted by three per cent due to the COLA.

The department continues to have three vacant police officer positions, requiring overtime assignments to maintain proper staffing levels. The department continues to work with JCLM to bill event sponsors for required overtime.

## **VI Equipment Status**

### **Vehicles**

The department currently has 3 marked patrol vehicles (2 natural gas and 1 gasoline powered) and 2 unmarked vehicles and has received one new gasoline powered Ford CV to be equipped for patrol, the older natural gas powered patrol car will then be taken out of service. All vehicles received the required service. The patrol vehicles continue to have electrical problems due to the heavy electrical loads placed on them.

### **Uniforms**

Department issued ballistic vests were replaced this year. Officers were issued new Class "A" dress blouses. Trousers and shirts were replaced as needed.

### **Fire System**

Two of the quarterly inspections were performed on the fire suppression systems, SIMPLEX/GRINNELL has not performed any inspections in the third or fourth quarters. The fire alarm system is being replaced and facilities engineering has recommended suspending inspections until the new system is operational. A smoke evacuation test was performed in an LOB stair tower that serves as the smoking room. The test showed that the smoke evacuation from this area is severely compromised by the exhaust fans for the smoking room.

### **Security System**

The security system is approximately five years old and has been serviced by ADT for approximately sixteen months. ADT continued to have difficulty in receiving factory support at the beginning of the year but that has been resolved. MDI has stated that the computer servers supporting our system are outdated and they are having difficulty servicing them. A proposal to replace the servers has been made by ADT. The conduit from the LOG to the LOB has not been repaired and continues to cause problems with the system.

### **Computers and Radios**

The MDT's received a software update to Captain release 5.2.

The booking room computer had a digital camera installed so that suspect/arrestee photographs may be captured and transmitted electronically.

A new lesson plan has been created to assist officers with the upgrades to the CAD software.

A number of the MDT's had power supply/connection problems and are being resolved with new connection and mounting techniques.

All radios are accounted for during annual audit.

The voice logger phone and radio recording system was inspected and is working properly.

## **VII    Reports**

### **General Inspection**

The case reports were in proper order and accounted for. The Administrative Assistant completes an annual audit in January.

### **Recommendations**

None at this time

## **VIII   Training**

### **Certification (POST)**

All officers are current with P.O.S.T.C. certification. Training dates for the West Hartford in-service program have been assigned.

### **Training Attended**

All officers completed firearms training. Officers utilized both live fire and the F.A.T.S. simulator for their training.

Various officers attended the following training this year:

Accreditation Training for Managers  
New Legal Update (two officers)  
Driving Simulator  
State and Local Terrorism  
Response to WMD incidents  
Taser Instructor



O.C. Instructor Recertification  
Managing Domestic Violence against Women in the Workplace  
Critical Incident First Responder  
Accreditation training  
Anti terrorism training  
Anti terrorism liaison officer training  
First line supervisor training  
Command training  
Juvenile and the police training  
DMV license enforcement training  
Internet Investigations  
Senior Firearms Instructor  
Use of Force Legal Aspects  
State's Attorney Refresher  
Terrorism for Patrol  
Report Writing for Supervisor's  
Damage Control  
Command Post Training  
Critical Incident Management

### **Less Than Lethal Training**

All officers are current with impact weapons and O.C. Impact weapons, O.C. and handcuffing recertification trainings were conducted. Two officers received certification to instruct and certify the use of TAZERS.

## **IX Personnel Staffing**

### **Probationary Officers**

Timothy F. Boyle was hired and is presently in the Connecticut Police Academy.  
Lieutenant Devine has completed his probationary period.  
Sergeant Lee is expected to complete his probationary period in 2005.

### **Current Vacancies**

There are currently 2 vacant police officer positions. A background is being performed on a police candidate.

### **Promotions**

Sergeant John Devine was promoted to Lieutenant on April 16, 2004.  
Officer Walter Lee was promoted to Sergeant on August 6, 2004.

## **X     Inspections**

An inspection of ballistic vests revealed that one officer did not have a trauma plate. A trauma plate was purchased and issued to the officer.

An inspection of the voice logger showed no deficiencies.

All riot gear was accounted for.

All evidence and found property was accounted for.

Vehicle and equipment inspections were performed as required.

## **XI    Community Involvement**

The Capitol Police assisted East Hartford Police with the Fourth of July festivities by assigning a bike officer to patrol with East Hartford officers. The Capitol Police also participated in the Connecticut Day Parade at the Eastern States Exposition. Chief Morgan met with the elders of the Emanuel Lutheran Church to assist them with their security concerns.

The Chief participated in the Internship Orientation to outline the rules of the building and the life safety procedures for the interns

At the start of the legislative session, meetings were held with lobbyists, interns and other staff to discuss safety issues, parking, and other topics of concern. These informal meetings with staff, legislators, and lobbyists are held throughout the year to evaluate the community needs. Communication was the key factor in all the meetings. This year, with the additional parking in the visitor section of the garage, there were fewer complaints from visitors.

The Capitol Police initiated a Public Survey. The survey results as reported by Sergeant Longo are attached.

The type of community we serve does not make it conducive to set up formal citizen crime prevention programs or juvenile intervention programs.

## **XII   Unscheduled Leave**

### **Sick Time**

The sick time average per officer for this year was 8.7 days. This is approximately two days lower than last year. Two officers took no sick days.

### **Recommendations**

No recommendations at this time.

## Workers Compensation

There were 3 worker's compensation claims/reports. A Capitol Police Officer suffered a possible exposure during a suspicious substance incident and was evaluated as a precaution. One was a late report of injury due to a training incident and a civilian Capitol Police employee reported they tripped in the LOG. This claim resulted in significant loss of time.

## XIII Profiling Review

There were 146 motor vehicle stops made by seventeen officers. Of the 146 stops the operators were described as:

Male.....	109	<u>Ethnicity</u>	
Female.....	37	Hispanic.....	28
White.....	112	Non-hispanic.....	106
Black.....	27	Unknown.....	12
Asian.....	03		
Unknown.....	04		

### Misdemeanors 17

Females	1						
Males	16						
White	13	Black	2	Unknown	2		
Ethnicity		Hispanic	10	Non-Hispanic	5	Unknown	2

### Infractions 21

Females	5				
Males	16				
White	15	Black	4	Asian	2
Ethnicity		Hispanic	6	Non-Hispanic	15

### Written Warning 4

Female	1					
Male	3					
White	3	Black	1	Ethnicity	Non-Hispanic	4

### Verbal Warning 103

Female	30						
Male	70						
White	80	Black	17	Asian	1	Unknown	2
Ethnicity		Hispanic	11	Non-Hispanic	79	Unknown	10

### Case Reports 5

Male	5						
White	2	Black	3				
Ethnicity		Hispanic	1	Non-Hispanic	3	Unknown	1

Misdemeanor arrests resulted from the operator either operating under suspension, the misuse of registration plates or possession of stolen plates. These charges do not stem from discretionary observation by the officer. Many infractions stemmed from operating without a license or failure to have the vehicle registered, again non-discretionary observations. The remainder of the stops were cleared with either a verbal or written warning.

There appears to be no pattern or selective enforcement based on gender, race or ethnicity.

There were 67 reports of **suspicious persons**. One person was referred to a mental health agency. The rest were cleared as no report necessary or a field interview card was completed.

The reports of suspicious persons were:

Male.....	43
Female.....	6
White.....	39
Black.....	4
Hispanic.....	10
Unknown.....	18

Unknown were reported *no report necessary*, indicating the officer did not find reasonable suspicion to interview the subject.

There appears to be no pattern to these interviews based on gender, race or ethnicity.



# **Capitol Police Department Incident Analysis**

**01/01/2004...12/31/2004**

		Total	Shift		
			1st	2nd	3rd
		1403	742	384	274
UCR	Nature	Total	1st	2nd	3rd
14	Lock-Out	44	27	15	2
23B	Purse-snatch	1	0	1	0
23D	Theft From Building	5	3	1	1
23F	Theft From MV	2	0	2	0
24	Warrant Service	6	4	1	1
25	Unlock Door	2	0	0	2
27	Community Service	32	19	9	4
280	Stolen Property Offenses	3	1	1	1
290	Vandalized	2	2	0	0
30	M.V. Accident	12	5	4	3
33	Standing Violation	153	119	14	20
34	Moving Violation	148	86	42	20
35	Evading Responsibility	2	0	1	1
35A	Drug/Narcotic Violation	1	1	0	0
39	Traffic Control	1	1	0	0
40	Animal Complaint	3	3	0	0
41	Pedestrian Fall	14	12	1	1
42	Medical Assist	38	30	5	3
44	Mental Case	6	5	0	1
46	Intoxicated Person	2	2	0	0
48	Hazardous Condition	57	25	17	15
49	Maintenance Complaint	231	70	74	86
50	Missing Person	2	1	1	0
52	Juvenile Complaint	9	1	8	0
53	Fire	1	1	0	0
54	Demo / Rally	38	34	3	1
55	Assist Motorist	124	53	50	21
56	Lost / Found Property	39	28	4	7
58	Notification	1	0	1	0
59	Directed Patrol	2	2	0	0
60	Bomb Threat	1	1	0	0
61	Suspicious Package	13	11	0	2
63	Suspicious Person	67	48	13	6



## Capitol Police Department Incident Analysis

01/01/2004...12/31/2004

64	Suspicious Vehicle	17	8	3	6
65	Security Alarm	11	6	2	3
66	Fire Alarm	36	17	11	8
69	Property Damage	12	7	3	2
71	Breach of Peace	2	2	0	0
73	Noise Complaint	1	1	0	0
79	Threatening / Harassment	14	13	1	0
80	Panic / Holdup Alarm	13	8	3	2
90	Unable To Classify	1	1	0	0
96	Suppl Investigation	11	8	2	0
97	Assisting Other Agency	195	61	83	51
98	All Other Details	18	12	3	2
BI	Background Investigation	10	3	5	2

## **Public Survey Results as reported by Sergeant Paul Longo:**

As a result of the 2004 Public Survey, we received a total of 56 responses. After analysis, the responses were returned to Sophie King for file storage. The analysis reveals that the responses were overwhelmingly positive and suggests that the Department's mission statement, "to support the State Legislature by creating a safe and secure environment in which to conduct the legislative process in a manner that respects the rights and dignity of all persons", is overall being accomplished in the eyes of the public, with some notable exceptions.

Officers were described as "professional, competent, helpful, courteous, polite, attentive, friendly, and approachable". Many respondents were grateful and appreciative of the visible presence of the officers in and around the complex. Many respondents commented that the officers are more visible now than before, with the increased building walk-throughs and presence on the grounds being noticed.

All of the responses, except for one, praised the handling of situations by officers.

In the one negative response, a respondent described a contact with an officer in which they felt belittled by the officer in front of their colleagues over an incident in which the respondent was involved. Also, several respondents thought that the Security Techs did not seem alert on their posts and one described them as "oblivious". Another respondent thought that the Security Techs did not contribute to the security of the complex, while one respondent felt that they did.

Although the praise for the professionalism, competency, and conduct of the department was very high, there was however numerous concerns and suggestions brought on by the respondents.

There were two areas of concern that received the most mention by the respondents and were the overall dominant issues raised in this survey. The two areas of most concern were as follows:

1. The lack of screening of visitors and persons entering the complexes. Many respondents were dismayed and concerned for their safety over this issue and made responses that they wanted more screening and sign-in requirements for visitors, to include metal detectors and searches of bags at the entrances.
2. Concern for safety in the garage. Many respondents felt that the garage was a safety concern because of the low lighting and accessibility to anyone. Many respondents wanted to see more lighting, better security, and more increased patrols of the garage. One respondent wanted more emergency call boxes in the garage.

The following is a listing of some of the other various comments expressed by the respondents:

One respondent thought that all employees should be required to wear their identification cards so that visitors stand out more.

One respondent wanted to be informed of bomb threats, even if deemed not credible, so that employees can make their own decision to leave the complex. This same respondent also thought that the staff should have been better communicated to during the gunman on the roof incident of a few years ago.

One respondent did not like seeing officers smoking in front of the LOB, especially as school children are walking by.

One respondent wanted to be more informed about building lock downs during emergency situations and thought that lock down drills were a good idea.

One respondent thought that room 1200 (administrative office) was not staffed on a consistent basis and suggested putting a sign on the door informing that the office was locked and when it would be reopened.

One respondent thought that the Security Techs should have nametags.

One respondent was concerned that lobbyists create hazardous situations at the Capitol by blocking the stairways during session.

One respondent thought that there was not enough control of the public vehicles on the Capitol grounds to prevent them from parking in permit only areas.

One respondent thought that e-mails regarding traffic issues in and around the Capitol area was helpful.

One respondent praised logistical meetings for the press before big events.

Several respondents mentioned that the department web site was helpful, especially the flags over the Capitol section.

As a result of this survey, I would recommend the following:

1. Communicate to the staff what the policy of this department is in regards to screening persons at the entrances and searching bags. Since this was one of the major issues identified by this survey, I feel it is important to inform the staff as to our role in regards to this issue. I think that this will go a long way towards showing the staff that we are neither unaware nor unmindful of their concerns.
2. Increase the lighting in the garage and install more emergency call boxes. Also, increase more visible patrols (cruiser, bike, and foot) through the garage.
3. Require all employees and legislators to wear their CGA identification cards, not just encourage it.
4. Educate staff on bomb threat procedures and instill confidence in our procedure for handling such threats.



5. Educate staff on building lock down procedures during emergencies.
6. Fill the vacant Administrative Assistant position to staff the administrative office to provide more access to administrative services for the public.
7. Provide Security Techs with nametags and security badges.
8. Monitor the stairways more closely in the Capitol during session.
9. Monitor public parking in the permit only areas on the Capitol grounds more closely.
10. Make it clear to the Security Techs that an alert posture while on post is important.
11. Continue to inform staff of traffic issues in and around the Capitol complex.
12. Continue to hold logistical meetings for the press before big events.
13. Maintain the department web site, especially the flags over the Capitol section.

I would also recommend that for the next public survey that there be questions addressed specifically towards the Security Techs. This would allow better and more detailed feedback on public impressions of the Security Techs and their mission.

Overall, I believe the survey was successful again this year. The last public survey was conducted in 2001. That was the first public survey the department has ever conducted, with this being the second. Public surveys will be conducted by this department every three years and continue to serve as a valuable resource.

Submitted by Sergeant Paul S. Longo